



**Lead Course Notification Form**  
**Louisiana Department of Environmental Quality**  
**OES- Air Permits Division, Manufacturing Section**  
**P.O. Box 4313, Baton Rouge, LA 70821-4313**  
**Phone (225) 219-0841 Fax (225) 219-3156**

DEQ Use Only	
AI no.	Date

*Please note that the Department must receive all notifications 5 days before all courses and 3 days for Louisiana Regulations courses. Also, the Department must be notified of any changes or cancellations for the above course before the course is scheduled to begin. Please fill out sections I through VIII for initial course notification. For amendments, please fill out sections I through IX.*

**I. Training Provider Information:** (Please complete)

<b>Company Name:</b>	<b>Phone Number:</b>
----------------------	----------------------

**II. Course Discipline Taught:** (Check appropriate box):

- ☐ Worker                      ☐ Supervisor                      ☐ Inspector  
☐ Risk Assessor                      ☐ Project Designer

**III. Type of Class:**                      ☐ Initial                      ☐ Refresher

**IV. Date(s) of Course:** Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**V. Time of Class:** \_\_\_\_\_

**VI. Language:** ☐ English ☐ Spanish ☐ Other (specify) \_\_\_\_\_

**VII. Class Location:** Physical Address (Include Room and Bldg No): \_\_\_\_\_  
City: \_\_\_\_\_ St: \_\_\_\_\_

If the Instructor plans to take the class to a temporary alternate site, please include the information below:

Date: \_\_\_\_\_ Location: \_\_\_\_\_ Time: \_\_\_\_\_  
Date: \_\_\_\_\_ Location: \_\_\_\_\_ Time: \_\_\_\_\_

**VIII. Name of Instructor(s):** \*must list two DEQ asbestos accredited instructors for all initial courses.

1. \_\_\_\_\_  
2. \_\_\_\_\_

\*\*\*\*\*

**IX. Amendments: Please complete the following if amending a class:**

**Type of Change:** ☐ Date                      ☐ Instructor  
☐ Time                      ☐ Cancellation of Course  
☐ Location                      ☐ Other (please specify) \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_